



## Office of the City Clerk

# Memo

**To:** Potential Candidate  
**From:** Joyce Raftery, CMC, City Clerk  
**Date:** \_\_\_\_\_  
**Re:** Candidates for Elective Office

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In response to your inquiry about candidate requirements for possibly announcing your candidacy for Deltona Mayor and/or Deltona City Commission position which is scheduled for the an upcoming election, the following forms are attached for your use in announcing your candidacy for Deltona Mayor and/or Deltona City Commission:

- Appointment of Campaign Treasurer & Designation of Campaign Depository for Candidates (Form DS-DE 9);
- Statement of Candidate (Form DS-DE 84);
- Acknowledgement of Electronic Filing of Reports – SOE
- Acknowledgement of Electronic Filing of Reports – Deltona
- Calendar of Reporting Dates (The most up-to-date)

Before a candidate can announce his/her candidacy for public office, he/she must appoint a campaign treasurer, designate a campaign depository (open a campaign account), and file a statement indicating that he/she has read and understands the requirements of *Florida Statutes, Chapter 106 – Campaign Financing* which can be found on the City's website (Departments, City Clerk, Election Information, Florida Statutes). These forms are to be filed with the Deltona City Clerk's office within ten (10) days of opening a campaign account.

If you chose to become a candidate for Deltona Mayor and/or Deltona City Commission position at this time, you will be required to file all Campaign Reports from the date the "Appointment of Campaign Treasurer & Designation of Campaign Depository for Candidates (Form DS-DE9)" is filed with the Deltona City Clerk's office. All forms, publications and other pertinent information can be found on the City's website

(Departments, City Clerk, Election Information) and all election information will be updated as necessary.

It is recommend that ALL candidates review ALL election information on the City of Deltona's website (<https://www.deltonafl.gov/>), Volusia County Department of Elections website at <http://volusiaelections.org/> and the Florida Division of Elections website at <http://election.dos.state.fl.us/>.

If you have any questions regarding any regularly scheduled election, please feel free to contact my office at (386) 878-8500.

By signing below I do hereby acknowledge receipt of this memo and forms and that I am responsible for my campaign as well as knowing the election laws and process.

Received by: \_\_\_\_\_

jr

Attachments

**APPOINTMENT OF CAMPAIGN TREASURER  
AND DESIGNATION OF CAMPAIGN  
DEPOSITORY FOR CANDIDATES**

(Section 106.021(1), F.S.)

(PLEASE PRINT OR TYPE)

**NOTE:** This form must be on file with the qualifying officer before opening the campaign account.

**OFFICE USE ONLY**

**1. CHECK APPROPRIATE BOX(ES):**

☐ Initial Filing of Form      Re-filing to Change: ☐ Treasurer/Deputy    ☐ Depository    ☐ Office    ☐ Party

**2. Name of Candidate** (in this order: First, Middle, Last)

**3. Address** (include post office box or street, city, state, zip code)

**4. Telephone**  
(      )

**5. E-mail address**

**6. Office sought** (include district, circuit, group number)

**7. If a candidate for a nonpartisan office, check if applicable:**  
☐ My intent is to run as a Write-In candidate.

**8. If a candidate for a partisan office, check block and fill in name of party as applicable:** My intent is to run as a  
☐ Write-In    ☐ No Party Affiliation    ☐ \_\_\_\_\_ Party candidate.

**9. I have appointed the following person to act as my**    ☐ Campaign Treasurer    ☐ Deputy Treasurer

**10. Name of Treasurer or Deputy Treasurer**

**11. Mailing Address**

**12. Telephone**  
(      )

**13. City**

**14. County**

**15. State**

**16. Zip Code**

**17. E-mail address**

**18. I have designated the following bank as my**    ☐ Primary Depository    ☐ Secondary Depository

**19. Name of Bank**

**20. Address**

**21. City**

**22. County**

**23. State**

**24. Zip Code**

**UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING FORM FOR APPOINTMENT OF CAMPAIGN TREASURER AND DESIGNATION OF CAMPAIGN DEPOSITORY AND THAT THE FACTS STATED IN IT ARE TRUE.**

**25. Date**

**26. Signature of Candidate**

**X**

**27. Treasurer's Acceptance of Appointment** (fill in the blanks and check the appropriate block)

I, \_\_\_\_\_, do hereby accept the appointment  
(Please Print or Type Name)

designated above as:    ☐ Campaign Treasurer    ☐ Deputy Treasurer.

**X**

Date

Signature of Campaign Treasurer or Deputy Treasurer

# STATEMENT OF CANDIDATE

(Section 106.023, F.S.)

(Please print or type)

OFFICE USE ONLY

I, \_\_\_\_\_,

candidate for the office of \_\_\_\_\_;

have been provided access to read and understand the requirements of  
Chapter 106, Florida Statutes.

X

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

Each candidate must file a statement with the qualifying officer within 10 days after the Appointment of Campaign Treasurer and Designation of Campaign Depository is filed. Willful failure to file this form is a first degree misdemeanor and a civil violation of the Campaign Financing Act which may result in a fine of up to \$1,000, (ss. 106.19(1)(c), 106.265(1), Florida Statutes).



# City of Deltona

## Acknowledgement of Electronic Filing of Reports

Pursuant to Ordinance No. 07-2017 adopted by the Deltona City Commission at its Regular Commission Meeting held on Monday, December 11, 2017, as described below, I, \_\_\_\_\_, candidate for the office of \_\_\_\_\_; have been advised of, and understand the written acknowledgement requirement regarding Electronic Filing. Furthermore, by signing below I express my understanding of all ordinance requirements as in accordance to Chapter 106, Florida Statutes.

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

### ORDINANCE NO. 07-2017

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA, REVISING CHAPTER 30, "ELECTIONS", ARTICLE II. "CANDIDATES", BY ADDING "SECTION 30-37. ELECTRONIC CAMPAIGN FILING" REQUIRING ELECTRONIC FILING OF CAMPAIGN TREASURER'S REPORTS WITH THE VOLUSIA COUNTY SUPERVISOR OF ELECTIONS OFFICE'S ELECTRONIC FILING SYSTEM; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.**

#### **SECTION 2.**

Chapter 30 "Elections", Article II. "Candidates", is hereby amended to read as follows:

Sec. 30-37 – Electronic campaign filing.

All candidates for elected office in the City of Deltona and all political committees filing with the Deltona filing officer shall electronically file their campaign treasurer's reports required by state law utilizing the Volusia County Supervisor of Elections Office's electronic filing system. Campaign treasurer's reports electronically filed as required by this section shall be deemed filed with the City Clerk simultaneously upon the Volusia County Supervisor of Elections Office's receipt of the electronic filing.

#### **OFFICE OF THE CITY CLERK**

**Deltona Municipal Complex 2345 Providence Blvd. Deltona, FL 32725  
(386) 878-8500; FAX: (386) 878-8501**

**Webpage: [www.deltonafl.gov](http://www.deltonafl.gov) • Email: [jraftery@deltonafl.gov](mailto:jraftery@deltonafl.gov)**



**Lisa Lewis**  
**Supervisor of Elections**  
**County of Volusia**



**125 W. New York Ave**  
**DeLand FL 32720**  
**Phone: (386) 736-5930**

## **Acknowledgement of Electronic Filing of Reports**

Pursuant to Resolution No. 2017-148, as described below, I, \_\_\_\_\_,  
candidate for the office of \_\_\_\_\_; have been advised of, and  
understand the written acknowledgement requirement regarding Electronic Filing. Furthermore, by  
initialing each subsection herewith mentioned below, I express my understanding of all resolution  
requirements as in accordance to Chapter 106, Florida Statutes.

**X**

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

### **RESOLUTION NO. 2017-148**

**A RESOLUTION OF THE COUNTY COUNCIL OF VOLUSIA COUNTY, FLORIDA, IMPLEMENTING THE PROVISIONS OF §106.07(2)(a)2, FLORIDA STATUTES, PERTAINING TO ELECTRONIC FILING REQUIREMENTS FOR THE CAMPAIGN FINANCE REPORTS OF LOCAL CANDIDATES AND POLITICAL COMMITTEES; PROVIDING DEFINITIONS; REQUIRING ELECTRONIC FILING OF CAMPAIGN FINANCE REPORTS OF LOCAL CANDIDATES AND POLITICAL COMMITTEES; PROVIDING FOR THE ESTABLISHMENT OF AN ELECTRONIC FILING SYSTEM; REQUIRING A WRITTEN ACKNOWLEDGEMENT REGARDING THE ELECTRONIC FILING SYSTEM; REQUIRING THE ESTABLISHMENT OF AN ALTERNATIVE PROCEDURE FOR FILING CAMPAIGN FILING REPORTS; PROVIDING FOR CONFLICT; AND PROVIDING AN EFFECTIVE DATE.**

**Acknowledgment:** The Supervisor must require each person given a secure sign-on to the electronic filing system to sign a written statement on a form prepared by the Supervisor acknowledging the following:

- \_\_\_\_\_ (a) Campaign finance reports must be completed and filed through the electronic filing system not later than midnight of the day required by law therefore.
- \_\_\_\_\_ (b) Campaign finance reports not filed by midnight of the required day are deemed late-filed and are subject to the penalties prescribed under Section 106.07(8), Florida Statutes.
- \_\_\_\_\_ (c) Campaign finance reports filed through the electronic filing system are considered to be certified as to correctness within the meaning of Section 106.07(5), Florida Statutes, by the candidate and the candidate's treasurer, in the case of a candidate, or the political committee's chair and treasurer, in the case of a political committee, and such persons are subject to the provisions of Section 106.07(5), Florida Statutes.
- \_\_\_\_\_ (d) The person signing the statement is responsible for protecting the sign-on credentials from disclosure, and for all filings using such credentials, unless the person has notified the Supervisor that such credentials have been compromised.

## 2022 Calendar of Reporting Dates For 2022 Candidates and Committees

<u>Report Code</u>	<u>Reporting Period</u>	<u>Due Date</u>
2022 M1	01/01/22 – 01/31/22	<b>2/10/2022</b>
2022 M2	02/01/22 – 02/29/22	<b>3/10/2022</b>
2022 M3	03/01/22 – 03/31/22	<b>4/11/2022</b>
2022 M4	04/01/22 – 04/30/22	<b>5/11/2022</b>
2022 M5	05/01/22 – 05/31/22	<b>6/10/2022</b>
Dates subject to change based on legislation		
2022 P1	06/01/22 – 06/17/22	<b>6/24/2022</b>
2022 P2	06/18/22 – 07/01/22	<b>7/8/2022</b>
2022 P3	07/02/22 – 07/15/22	<b>7/22/2022</b>
2022 P4	07/16/22 – 07/22/22	<b>7/29/2022</b>
2022 P5	07/23/22 – 07/29/22	<b>8/5/2022</b>
2022 P6	07/30/22 – 08/05/22	<b>8/12/2022</b>
2022 P7	08/06/22 – 08/18/22	<b>8/19/2022</b>
Dates subject to change based on legislation		
2022 G1	08/19/22 – 08/26/22	<b>9/2/2022</b>
2022 G2	08/27/22 – 09/09/22	<b>9/16/2022</b>
2022 G3	09/10/22 – 09/23/22	<b>9/30/2022</b>
2022 G4	09/24/22 – 10/07/22	<b>10/14/2022</b>
2022 G5	10/08/22 – 10/21/22	<b>10/28/2022</b>
2022 G6	10/22/22 – 11/03/22	<b>11/4/2022</b>

### Termination Reports

TRQ - Judicial	After April Qualifying	<b>7/28/2022</b>
TRQ	After June Qualifying	<b>9/15/2022</b>
TRP	Primary Election	<b>11/21/2022</b>
TRG	General Election	<b>2/6/2023</b>

**Judicial Candidate Qualifying Week: April 25, 2022 (Noon) through April 29, 2022 (Noon)\***

**Candidate Qualifying Week: June 13, 2022 (Noon) through June 17, 2022 (Noon)\***

\*Dates subject to change based on legislation

Updated: March 22, 2021